

## Plumas Pines II Homeowners Association

### Board of Directors Meeting

#### Minutes October 27, 2023

The meeting was called to order by BOD President Rodger Richeal at 3:00pm.

A quorum was established with BOD members Rodger Richeal, Jorge Helmer, Duane Blomquist and Fred Barnhart in attendance. In addition, 5 members attended in person and 3 attended via Zoom.

**Secretary's Report.** Minutes for the July 23, 2023 meeting were approved in person, having been previously approved by the BOD by email. It was agreed that, starting with the October 2023 minutes, draft minutes will be reviewed and edited by BOD members via email. Then those draft minutes will be posted on the HOA website. The minutes will be officially approved at the following scheduled BOD meeting and the final approved minutes will replace the Draft minutes on the HOA website.

**Treasurer's Report.** Jorge reported that all dues have been received and there will be no need to pursue a lien action against any members. Expenses for Weed Control / Fire Abatement were significantly under budget (\$1600) thanks to lower than expected costs from Flores Landscaping. Administrative costs were also under budget (\$586) but future expenses will bring us close to the budgeted amount.

Snow removal around the mailboxes will once again be done by Dave Padilla. Dave will be paid, as needed, by the Munson's who will receive a \$500 advance from the HOA. Any funds not used for snow removal will be returned to the HOA.

A dead tree in Common Area D presents a safety hazard. **Jorge** will seek quotes for its removal.

**Architectural Committee Report.** There is concern that open flame fire pits are being used on member's decks. This represents a significant fire hazard, especially on wooden decks. The CCRs do not specifically prohibit fire pits. BOD members, and members present at the meeting, expressed concern. A change to the CCRs would represent a significant cost to the HOA although probably a much lower cost than recovering from a fire. It was agreed that a survey should be sent to the members of the HOA to determine if the members agree that the cost of changing the CCRs is justified. **Fred** agreed to create a survey using the free software Survey Monkey. He will send a draft survey to the BOD for comments and approval. This will be an agenda item at the next BOD meeting.

There is concern that some members are not keeping up their properties to an acceptable level. After some discussion, it was agreed that the Architectural Committee will meet to discuss the issue and come up with a strategy to ensure that the community continues to look appealing while avoiding unnecessary conflict. Duane volunteered to replace Rodger as chair of the Committee. **Duane** will call the committee meeting.

**New Business.** Fred advised that Davis-Sterling requires HOA documents to be kept for a minimum of 7 years and he suggested that some documents are no longer useful and should be destroyed. After some discussion it was agreed that hard copy ballots for past elections and old mailing lists will be destroyed. However, BOD minutes should be kept indefinitely. **Fred** will arrange for the shredding of documents that are no longer needed.

**Public Input.** Concern was expressed that some privacy screens and other “improvements” have been built without proper Architectural Committee approval. It was suggested that the current BOD should consider taking action against non-approved fences, screens etc. Many of these fences and screens have been around for a long time and previous BODs did not take action to address the issue. It was agreed that the Architectural Committee should consider how the BOD should proceed. **Duane** will include this topic as an agenda item at the next AC meeting.

A member opined that Public Input should precede New Business in the agenda so that items brought up in Public Input can be discussed. Another member did quick research at the meeting and found that Davis-Sterling 4930 specifies that “... the board may not discuss or take action on any item unless the item was placed on the agenda and included in the notice that was distributed pursuant to section 4920.” BOD members and other members of the HOA may submit items for the agenda which may be included by the President.

A question was also raised about the legality of conducting a BOD meeting via Zoom. Davis-Sterling 4090 allows virtual meetings. The topic was updated as of January 1, 2024 as follows:

*Virtual Meetings. Beginning 1-1-24, associations can hold virtual without the need for a physical location, provided the notice of meeting contains technical instructions, access to technical assistance, provide a phone option, and the board takes roll call votes. Meetings where member votes are tabulated must designate a physical location.*

It was suggested that that invitations to Zoom meetings should be sent to all members, not only to those who requested an invitation. Meeting security can be assured using the “waiting room” feature of Zoom so that only members are admitted to the meeting.

Meeting adjourned at 4:28pm.

**Next meeting.** Friday, January 19, 2024 at 3pm at 140 Tamarack Pl (Rodger Richael’s home). Zoom invitations will be sent to all HOA members.

These minutes were approved at the January 19, 2024 Board Meeting.



1-19-24

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Fred Barnhart  
Secretary